# Nurse Home Visitor Program
## (Targeted Case Management)

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The Nurse Home Visitor Program (NHVP) is a program available to first-time pregnant women or women whose first child is less than one month old and who are at or below 200% of the Federal Poverty Level. ("First-time" is defined as no previous live birth; Medicaid only reimburses for services for Medicaid-eligible clients.) Participating sites must be certified by the Colorado Department of Human Services (CDHS) as NHVP providers.

Reimbursement for targeted case management (TCM) services is available through this program when provided to Medicaid-eligible women who are pregnant with their first child (or have had no previous live birth), and the mother and child up to the child's 2nd birthday.

Nurse Home Visitor Program providers must be enrolled as Colorado Medical Assistance Program providers in order to receive Medicaid reimbursement for TCM activities. Reimbursement is provided on a fee-for-service (FFS) basis. Fee-for-service reimbursement for TCM services provided by a NHVP provider is also available for clients enrolled in a managed care program. Providers should refer to the Code of Colorado Regulations, Program Rules (10 CCR 2505-10), for specific information regarding NHVP services.

## Targeted Case Management Guidance

TCM includes four core activities:

- Assessment of the first-time pregnant woman and her first child's needs for health, mental health, social services, education, housing, childcare and related services
- Development of care plans to obtain the needed services
- Referral to resources to obtain the needed services, including medical providers who provide care to a first-time pregnant woman and her first child
- Routine monitoring and follow-up visits with the women where progress in obtaining the needed services is monitored, problem-solving assistance is provided and the care plans are revised to reflect the woman's and child's current needs

It is not necessary to provide all four components at every visit. However, in order to bill for TCM, at least one of the components must be provided to or on behalf of the client. The "client," in the context of this billing manual, refers to the Medicaid enrollee to whom or on behalf of whom the TCM is being provided. (For example, in the context of this billing manual, if/when the mother becomes ineligible for Medicaid, she is no longer a "client.")

Examples of TCM include:

- Discussions with providers, school counselors, etc. about assessments, progress, referrals
- Discussions with client's (mom or baby) family members about progress of the client, etc (client can be present or not)
- Communication with the mother about meeting the needs of the child
- Time spent finding/researching appropriate referrals for a client based on assessments

Time spent specifically charting TCM activities

Examples of services that are not TCM:

- Direct care/services
- Education
- Driving to visits
- Transporting the client
- Case conferencing with other Nurse Home Visitors/supervisors not directly involved with the client
- Billing activities and data entry

When billing TCM for the mother using the mother's Medicaid ID, the TCM services provided must be directly related to assessment of the mother's needs, development of the mother's care plan, referrals to resources that will aid in meeting the needs of the mother, or routine monitoring and follow-up of the mother's progress in meeting her needs and achieving her goals.

When billing TCM for the child using the child's Medicaid ID, the TCM services provided must be directly related to assessment of the child's needs, development of the child's care plan, referrals to resources that will aid in meeting the needs of the child, or routine monitoring and follow-up of the family's progress in meeting the identified needs of the child.

## Documentation in Client Records

Every claim for TCM reimbursement must be supported by clear evidence in the client's record/chart. In order for TCM reimbursement to be claimed for any given client, date, or unit amount, corresponding evidence must exist in the client's record.

Elements that should be easily identifiable by an external reviewer include:

- Evidence that at least one component of TCM was provided;
- The Medicaid client to whom or on behalf of whom the TCM was provided (If the claim is billed using the child's Medicaid ID, the child's name must be evident on the record.);
- The specific dates of service on which the TCM was rendered; and
- The amount of time spent providing TCM (either an actual notation of time or a description of services comprehensive enough that time spent providing TCM could be accurately estimated).

The notations in the chart should support the number of units billed. For instance, if two units of TCM are billed but the only notation in the chart reads, "Referred client to WIC," that notation does not necessarily support the number of units billed. A more complete reference that may more fully support the number of billed units could be, "Spoke with client about quantity and variety of food in household, assessed client for adequate nutrition standards, referred client to WIC to meet nutrition needs."

Targeted Case Management services provided to or on behalf of the mother should be billed using the mother's Medicaid ID and the notations in the chart should support that the services were provided to or on behalf of the mother. Targeted Case Management services provided to or on behalf of the child should be billed using the child's Medicaid ID and evidence in the chart should support that the services were provided to or on behalf of the child. Services provided to or on behalf of the mother after she is no longer eligible for Medicaid are not billable to Medicaid and may not be billed using the child's Medicaid ID. For every claim submitted using the child's Medicaid ID, evidence in the chart supporting this claim and unit amount should specifically describe TCM services provided to or on behalf of the child.

Even if span billing is used (see the *Span Billing* section below), there must be evidence in the client's chart of specific services and specific dates of service.

# Billing Information

## National Provider Identifier (NPI)

The Health Insurance Portability and Accountability Act (HIPAA) requires that covered entities (i.e., health plans, health care clearinghouses, and those health care providers who transmit any health information electronically in connection with a transaction for which the Secretary of Health and Human Services has adopted a standard) use NPIs in standard transactions.

## Paper Claims

Electronic claims format shall be required unless hard copy claims submittals are specifically authorized by the Department of Health Care Policy and Financing (the Department). Requests may be sent to Xerox State Healthcare, P.O. Box 90, Denver, CO 80201-0090. The following claims can be submitted on paper and processed for payment:

- Claims from providers who consistently submit 5 claims or fewer per month (requires prior approval)
- Claims that, by policy, require attachments
- Reconsideration claims

Paper claims do not require an NPI, but do require the Colorado Medical Assistance Program provider number. Claims submitted on paper without pre-approval are processed, denied, and marked with the message “Electronic Filing Required.”

## Electronic Claims

Instructions for completing and submitting electronic claims are available through the following:

- X12N Technical Report 3 (TR3) for the 837P, 837I, or 837D (http://www.wpc-edi.com/)
- Companion Guides for the 837P, 837I, or 837D in the Provider Services.Specifications section of the Department’s website.
- Web Portal User Guide (via within the Web Portal)

The Colorado Medical Assistance Program collects electronic claim information interactively through the Colorado Medical Assistance Program Secure Web Portal (Web Portal) or via batch submission through a host system.

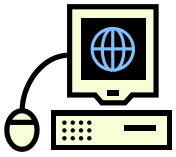
### Interactive Claim Submission and Processing

Interactive claim submission through the Web Portal is a real-time exchange of information between the provider and the Colorado Medical Assistance Program. Colorado Medical Assistance Program providers may create and transmit HIPAA compliant 837P (Professional), 837I (Institutional), and 837D (Dental) claims electronically one at a time.

These claims are transmitted through the Colorado Medical Assistance Program OnLine Transaction Processor (OLTP). The Colorado Medical Assistance Program OLTP reviews the claim information for compliance with Colorado Medical Assistance Program billing policy and returns a response to the provider's personal computer about that single transaction. If the claim is rejected, the OLTP sends a rejection response that identifies the rejection reason.

If the claim is accepted, the provider receives an acceptance message and the OLTP passes accepted claim information to the Colorado Medical Assistance Program claim processing system for final adjudication and reporting on the Colorado Medical Assistance Program Provider Claim Report (PCR).

The Web Portal contains online training, user guides and help that describe claim completion requirements, a mechanism that allows the user to create and maintain a data base of frequently used information, edits that verify the format and validity of the entered information, and edits that assure that required fields are completed.



Because a claim submitter connects to the Web Portal through the Internet, there is no delay for "dialing up" when submitting claims. The Web Portal provides immediate feedback directly to the submitter. All claims are processed to provide a weekly Health Care Claim Payment/Advice (Accredited Standards Committee [ASC] X12N 835) transaction and/or Provider Claim Report to providers. The Web Portal also provides access to reports and transactions generated from claims submitted via paper and through electronic data submission methods other than the Web Portal. The reports and transactions include:

- Accept/Reject Report
- Provider Claim Report
- Health Care Claim Payment/Advice (ASC X12N 835)
- Managed Care Reports such as Primary Care Physician Rosters
- Eligibility Inquiry (interactive and batch)
- Claim Status Inquiry

Claims may be adjusted, edited and resubmitted, and voided in real time through the Web Portal. Access the Web Portal on the Department's home page at colorado.gov/hcpf ➡Secured Site.

For help with claim submission via the Web Portal, please choose the *User Guide* option available for each Web Portal transaction. For additional electronic billing information, please refer to the appropriate Companion Guide located in the Provider Services Specifications section of the Department's Web site.

## Batch Electronic Claim Submission

Batch billing refers to the electronic creation and transmission of several claims in a group. Batch billing systems usually extract information from an automated accounting or patient billing system to create a group of claim transactions. Claims may be transmitted from the provider's office or sent through a billing vendor or clearinghouse.

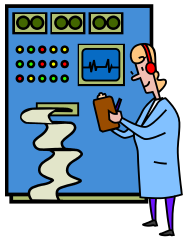
All batch claim submission software must be tested and approved by the Department's fiscal agent. Any entity sending electronic claims to Xerox State Healthcare Electronic Data Interchange (EDI) Gateway for processing where reports and responses will be delivered must complete an EDI enrollment package. This provides Xerox State Healthcare EDI Gateway the information necessary to assign a Logon Name, Logon ID, and Trading Partner ID, which are required to submit electronic claims. You may obtain an EDI enrollment package by contacting the Department's fiscal agent or by downloading it from the Provider Services EDI Support section of the Department's website.

The X12N 837 Professional, Institutional, or Dental transaction data will be submitted to the EDI Gateway, which validates submission of American National Standards Institute (ANSI) X12N format(s). The TA1 Interchange Acknowledgement reports the syntactical analysis of the interchange header and trailer. If the data is corrupt or the trading partner relationship does not exist within the Medicaid Management Information System (MMIS), the interchange will reject and a TA1 along with the data will be forwarded to the Xerox State Healthcare Clearinghouse (SHCH) Technical Support for review and follow-up with the sender. An X12N 999 Functional Acknowledgement is generated when a file that has passed the header and trailer check passes through the Xerox State Healthcare SHCH.

If the file contains syntactical error(s), the segment(s) and element(s) where the error(s) occurred will be reported. After validation, the Xerox State Healthcare SHCH will then return the X12N 835 Remittance Advice containing information related to payees, payers, dollar amount, and payments. These X12N transactions will be returned to the Web Portal for retrieval by the trading partner, following the standard claims processing cycle.

### Testing and Vendor Certification

Completion of the testing process must occur prior to submission of electronic batch claims to Xerox State Healthcare EDI Gateway. Assistance from Xerox State Healthcare EDI business analysts is available throughout this process. Each test transmission is inspected thoroughly to ensure no formatting errors are present. Testing is conducted to verify the integrity of the format, not the integrity of the data; however, in order to simulate a production environment, EDI requests that providers send real transmission data.



The number of required test transmissions depends on the number of format errors on a transmission and the relative severity of these errors. Additional testing may be required in the future to verify any changes made to the MMIS have not affected provider submissions. Also, changes to the ANSI formats may require additional testing.

In order to expedite testing, Xerox State Healthcare EDI Gateway requires providers to submit all X12N test transactions to EDIFECS prior to submitting them to Xerox State Healthcare EDI Gateway.

The EDIFECS service is free to providers to certify X12N readiness. EDIFECS offers submission and rapid result turnaround 24 hours a day, 7 days a week. For more information, go to http://www.edifecs.com.

## Enrollment and Participation

Participating providers must be certified by the CDHS as NHVP providers. Nurse Home Visitor Program providers must meet established program training requirements, program protocols, program management information systems requirements, and program evaluation requirements for research-based model programs that have demonstrated significant reductions in: infant behavioral impairments, the number of reported incidents of child abuse and neglect, the number of subsequent pregnancies, receipt of public assistance, and criminal activity.

All NHVP services must be provided by a registered nurse. Nurse home visitors must be licensed as professional nurses pursuant to Article 38 of Title 12, C.R.S., or accredited by another state or voluntary agency that the state board of nursing has identified by rule pursuant to Section 12-38-108(1)(a), C.R.S., as one whose accreditation may be accepted in lieu of board approval. Nurse supervisors are required to be nurses with Master's degrees in nursing or public health, unless the implementing entity can demonstrate that such a person is either unavailable within the community or an appropriately qualified nurse without a Master's degree is available.

The rendering nurses must be enrolled as Colorado Medical Assistance Program providers and obtain assigned rendering provider IDs. The rendering nurses' provider IDs must be affiliated with the billing provider ID under which the NHVP claims are submitted.

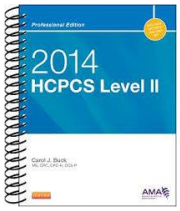
## Procedure/HCPCS Codes Overview

The codes used for submitting claims for services provided to Colorado Medical Assistance Program clients represent services that are approved by the Centers for Medicare and Medicaid Services (CMS) and services that may be provided by an enrolled Colorado Medical Assistance Program provider.

The Healthcare Common Procedural Coding System (HCPCS) is divided into two principal subsystems, referred to as level I and level II of the HCPCS.

Level I of the HCPCS is comprised of Current Procedural Terminology (CPT), a numeric coding system maintained by the American Medical Association (AMA).

The CPT is a uniform coding system consisting of descriptive terms and identifying codes that are used primarily to identify medical services and procedures furnished by physicians and other health care professionals.




Level II of the HCPCS is a standardized coding system that is used primarily to identify products, supplies, and services not included in the CPT codes, such as ambulance services and durable medical equipment, prosthetics, orthotics, and supplies (DMEPOS) when used outside a physician's office. Level II codes are also referred to as alpha-numeric codes because they consist of a single alphabetical letter followed by four numeric digits, while CPT codes are identified using five numeric digits.

# NHVP Procedure/Diagnosis Coding

## NHVP Procedure Coding

Target Case Management services may be provided to, or on behalf of, **the woman** during the prenatal period and through the month of the first child's second birthday during any month in which the woman is Medicaid-eligible. Targeted Case Management services provided to, or on behalf of, the woman must be billed on a separate claim from TCM services provided to, or on behalf of, the child. The following procedure code may be billed for TCM services provided to, or on behalf of, the woman:

| Code | Description |
|---|---|
| G9006 | Coordinated care fee, home monitoring |

Taregeted Case Management services may be provided to, or on behalf of, **the child** through the month of his/her second birthday during any month in which the child is Medicaid-eligible. Targeted Case Management services provided to, or on behalf of, the child must be billed on a separate claim from TCM services provided to, or on behalf of, the woman. The following procedure code may be billed for TCM services provided to, or on behalf of, the child:

| Code | Description |
|---|---|
| T1017 | Targeted case management, each 15 minutes |

## Modifiers

All claims for TCM services provided through NHVP must include one of the procedure codes listed above **plus the HD modifier**, signifying that the services are part of a pregnant/parenting women's program. Claims submitted without this modifier will be denied.

## Maximum Allowable Units of Service

Reimbursement for TCM provided through NHVP is made on a per-unit basis, where one (1) unit is equal to fifteen (15) minutes. A **maximum of fifteen (15) units of service** will be reimbursed in any calendar month per mother/child couple. The maximum 15 units per calendar month may be divided between the mother and child if both are Medicaid-eligible in the same month.

The maximum 15 units of service may be provided in the home/off-site setting, in the office, or a combination of both home/off-site and office.

Time spent on TCM should be rounded to the nearest whole unit. For example, if 5 minutes of TCM are provided, no units may be billed. If 10 minutes of TCM are provided, 1 unit may be billed. If 23 minutes of TCM are provided, 2 units may be billed.

## Place of Service

### TCM Services in the Home or Off-Site Setting

Each NHVP provider agency has an agency-specific reimbursement rate for TCM services provided in the client's home or other off-site setting (such as the client's school, work, or any other location to which the nurse home visitor must travel).

This agency-specific reimbursement rate includes a calculation to account for mileage costs. **All TCM services provided at a location other than the NHVP provider office must be billed using Place of Service Code 12 (Home).**

**TCM Services in the Office Setting**

All NHVP provider agencies are reimbursed the same rate for TCM services provided to, or on behalf of, the woman and/or the child when those services take place at the NHVP provider offices. All TCM services that take place at the office **must be billed using a Place of Service Code other than 12**, signifying that the services were rendered in a setting that did not require the nurse home visitor to travel. **Alternative Place of Service Codes include but are not limited to 11 (Office), 50 (Federally Qualified Health Center – FQHC), and 72 (Rural Health Center – RHC).**

**Home/Off-Site TCM and Office TCM Provided on the Same Date of Service or Span***

If Home/Off-Site TCM and Office TCM are provided to a client on the same date of service or span, two line items must be used, each with the appropriate Place of Service code. Modifier **HD** should be used on both line items. Additionally, Modifier **76** ("Repeat procedure or service") must be used as the second modifier on the second line item. If Modifier 76 is not used on the second line item, the second line item will be denied as a duplicate. When the claim is processed, the MMIS suspects that a service is being duplicated when it identifies two line items with the same date of service or span and with the same procedure code, regardless of the difference in the place of service. Modifier 76 must be used on the second line item to signal that it is indeed a separate service from the first line item.

Example:

| Home and Office TCM on Same Date | Line 1 | Line 2 |
|---|---|---|
| 2 units of Home TCM on 10/6/13<br>1 unit of Office TCM on 10/6/13 | From Date:10/6/13<br>To Date: 10/6/13<br>Place of Service: 12<br>Units: 2<br>Modifier(s): HD | From Date: 10/6/13<br>To Date: 10/6/13<br>Place of Service: 11<br>Units: 1<br>Modifier(s): HD + 76 |

***See the following for information on span billing.

## NHVP Diagnosis Coding

Diagnosis codes that are appropriate for this program include but are not limited to the following:

| Client Description and Stage | Diagnosis Code | Diagnosis Code Description |
|---|---|---|
| Pregnant Woman | V22<br>V22.0<br>V22.1<br>V23 | Normal pregnancy<br>Supervision of normal first pregnancy<br>Supervision of other normal pregnancy<br>Supervision of high-risk pregnancy |
| Mother from Delivery through ~2-3 Months Postpartum | V24.2 | Routine postpartum follow-up |
| Mother After ~2-3 Months Postpartum to Child's 2nd Birthday | V68.9 | Encounter for unspecified administrative purpose |
| Child – Infancy through 2nd Birthday | V20<br>V20.1 | Health supervision of infant or child<br>Other healthy infant or child receiving care |

## Billing for clients with commercial insurance and Medicaid

Targeted case management services provided under the NHVP are exempt from commericial billing requirements. This means that when a client has both commericial insurance and Medicaid, NHVP providers are not required to submit claims to commericial payers prior to billing Medicaid.

## Span Billing

Span billing is an alternative method for billing NHVP services. Span billing is a method of billing for one service provided to the same client over a period of time as one line item, rather than billing each encounter separately with individual dates of service. For instance, if TCM was provided to the same client on three different dates of service, a span of dates can be entered in the "From Date" field and the "To Date" field on one line item, rather than billing three line items for each separate date of service.

**Examples:**

| Span Scenario 1 | Line 1 | Line 2 |
|---|---|---|
| 4 units of Home TCM on 10/2/13<br>5 units of Home TCM on 10/23/13<br>No Office TCM provided | From Date: 10/1/13 or 10/2/13<br>To Date: 10/23/13 or 10/31/13<br>Place of Service: 12<br>Units: 9<br>Modifier(s): HD | |
| **Span Scenario 2** | **Line 1** | **Line 2** |
| 2 units of Home TCM on 10/6/13<br>1 unit of Office TCM on 10/6/13<br>3 units of Home TCM on 10/16/13<br>2 units of Office TCM on 10/21/13 | From Date:10/1/09 or 10/6/13<br>To Date: 10/21/09 or 10/31/13<br>Place of Service: 12<br>Units: 5<br>Modifier(s): HD | From Date: 10/1/13 or 10/6/13<br>To Date: 10/21/13 or 10/31/13<br>Place of Service: 11<br>Units: 3<br>Modifier(s): HD + 76 |

The span "From Date" and the span "To Date" should be within the same month (10/1/13 – 10/31/13; not 10/15/13 – 11/15/13).

No other claims for that client for that service with dates of service within the span can be processed once the span claim has been submitted. If additional units of the service need to be billed during the span dates after the original span claim has been submitted, the original span claim must be adjusted to add the units. A new claim with the additional units cannot be processed.

# CO-1500Paper Claim Instructional Reference Table

Nurse Home Visitor Program claims are submitted on the Colorado 1500 Claim Form. The following paper claim form reference table shows required, optional, and conditional fields and detailed field completion instructions.

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **Invoice/Pat Acct Number** | Up to 12 characters: letters, numbers or hyphens | Optional<br>Enter information that identifies the patient or claim in the provider's billing system. Submitted information appears on the Provider Claim Report. |
| **Special Program Code** | N/A | N/A |
| **1. Client Name** | Up to 25 characters: letters & spaces | Required<br>Enter the client's last name, first name, and middle initial. |
| **2. Client Date of Birth** | Date of Birth<br>8 digits (MMDDCCYY) | Required<br>Enter the patient's birth date using two digits for the month, two digits for the date, two digits for the century, and two digits for the year. Use the birth date given on the eligibility verification response.<br>Example: 0701/2003 for July 1, 2003 |
| **3. Medicaid ID Number (Client ID Number)** | 7 characters: a letter prefix followed by six numbers | Required<br>Enter the client's Colorado Medical Assistance Program ID number exactly as it appears on the eligibility verification response. Each person has his/her own unique Colorado Medical Assistance Program ID number. Example: A123456 |
| **4. Client Address** | Not required | Submitted information is not entered into the claim processing system. |
| **5. Client Sex** | Check box<br>Male ☐<br>Female ☐ | Required<br>Enter a check mark or an "**x**" in the correct box to indicate the client's sex. |
| **6. Medicare ID Number (HIC or SSN)** | Up to 11 characters: numbers and letters | Conditional<br>Complete if the client is eligible for Medicare benefits. Enter the individual's Medicare health insurance claim number.<br>The term Medicare-Medicaid enrollee refers to a person who is eligible for both Colorado Medical Assistance Program and Medicare benefits. |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **7. Client Relationship to Insured** | Check box<br>Self ☐<br>Spouse ☐<br>Child ☐<br>Other ☐ | Conditional<br>Complete if the client is covered by a commercial health care insurance policy<br>Enter a check mark or an "**x**" in the box that identifies the person's relationship to the policyholder. |
| **8. Client Is Covered By Employer Health Plan** | Text | Conditional<br>Complete if the client is covered by an employer health plan as policyholder or as a dependent. Enter the employer name policyholder's name and group number. Also complete fields 9 and 9A. |
| **9. Other Health Insurance Coverage** | Text | Conditional<br>Complete if the client has commercial health insurance coverage. Enter the name, address, policy number, and telephone numbers, if known, of the commercial health care insurer. |
| **9A. Policyholder Name and Address** | Text | Conditional<br>Complete if the client has commercial health insurance coverage. Enter the name, address, and telephone number, if known, of the policyholder. |
| **10. Was Condition Related To** | Check box<br>A. Client Employment<br>Yes ☐<br>B. Accident<br>Auto ☐<br>Other ☐<br>C. Date of accident<br>6 digits: MMDDYY | Conditional<br>Complete if the condition being treated is the result of employment, an automobile accident, or other accident. |
| **11. CHAMPUS Sponsors Service/SSN** | Up to 10 characters | Conditional<br>Complete if the client is covered under the Civilian Health And Medical Plan of the Uniformed Services (CHAMPUS). Enter the sponsor's service number or SSN. |
| **Durable Medical Equipment Model/serial number (unlabeled field)** | N/A | N/A |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **12. Pregnancy**<br>**HMO**<br>**NF** | Check box ☐ | Conditional<br>Complete if the client is in the maternity cycle (i.e., pregnant or within 6 weeks postpartum).<br>Conditional<br>Complete if the client is enrolled in a Colorado Medical Assistance HMO.<br>Conditional<br>Complete if the client is a nursing facility resident. |
| **13. Date of illness or injury or pregnancy** | 6 digits:<br>MMDDYY | Optional<br>Complete if information is known. Enter the following information as appropriate to the client's condition:<br>Illness — Date of first symptoms<br>Injury — Date of accident<br>Pregnancy — Date of Last Menstrual Period (LMP) |
| **14. Medicare Denial** | Check box<br>☐ Benefits Exhausted<br>☐ Non-covered services | Conditional<br>Complete if the client has Medicare coverage and Medicare denied the benefits or does not cover the billed services. |
| **14A. Other Coverage Denied** | Check box<br>No ☐<br>Yes ☐<br>Pay/Deny Date<br>6 digits:<br>MMDDYY | Conditional<br>Complete if the client has commercial health care insurance coverage.<br>Enter the date that the other coverage paid or denied the services. |
| **15. Name of Supervising Physician**<br>**Provider Number** | Text<br>8 digits | Conditional<br>Complete if the individual who performs the service (rendering provider) is a non-physician practitioner who requires on-premises supervision by a licensed physician (see Provider Participation).<br>Enter the eight digit Colorado Medical Assistance Program provider number assigned to the on-premises supervising physician. |
| **16. For services related to hospitalization, give hospitalization dates** | N/A | N/A |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **17. Name and address of facility where services rendered (If other than Home or Office)**<br>**Provider Number** | Text<br>(address is optional)<br>8 digits | Conditional<br>Complete for services provided in a hospital or nursing facility. Enter the name of the hospital or nursing facility. This information is not edited.<br>Complete for services provided in a hospital or nursing facility. Enter the Colorado Medical Assistance Program provider number of hospital or nursing facility, if known (This number is assigned by the Departmen't's fiscal agent, Xerox State Healthcare). This information is not edited. |
| **17A. Check box if laboratory work was performed outside Physician office** | Check box ☐ | Conditional<br>Complete if <u>all</u> laboratory work was referred to and performed by an outside laboratory.<br>Practitioners may not request payment for services performed by an independent or hospital laboratory. |
| **18. ICD-9-CM** | 1 ⌊_⌊_⌊_⌊_⌊_⌋<br>2 ⌊_⌊_⌊_⌊_⌊_⌋<br>3 ⌊_⌊_⌊_⌊_⌊_⌋<br>4 ⌊_⌊_⌊_⌊_⌊_⌋<br>Codes: 3, 4, or 5 characters.<br>1st character may be a letter. | Required<br>At least one diagnosis code must be entered.<br>Enter up to four ICD-9-CM diagnosis codes starting at the far left side of the coding area.<br>Do not enter the decimal point. Do not enter zeros to fill the spaces when the diagnosis code is fewer than 5 digits. |
| **Diagnosis or nature of illness or injury. In column F, relate diagnosis to procedure by Reference numbers 1, 2, 3, or 4** | Text | Optional<br>If entered, the written description must match the code(s). |
| **Transportation Certification attached** | N/A | N/A |
| **Durable Medical Equipment**<br>**Line #**<br>**Make**<br>**Model**<br>**Serial Number** | N/A | N/A |
| **Prior Authorization #:** | N/A | N/A |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **19A. Date of Service** | From:<br>6 digits<br>MMDDYY<br>To:<br>6 digits<br>MMDDYY | Required<br>Single date of service<br>From To<br>02/20/2014<br>Or<br>From To<br>02/20/2014 02/20/2014<br>Span dates of service<br>From To<br>02/20/2014 02/29/2014<br>Practitioner claims must be consecutive days.<br>Single Date of Service: Enter the six digit date of service in the "From" field. Completion of the "To" field is not required. Do not spread the date entry across the two fields.<br>Span billing: Span billing is permitted if the same service (same procedure code) is provided on consecutive dates. |
| **19B. Place of Service** | 2 digits | Required<br>Enter the Place Of Service (POS) code that describes the location where services were rendered. The Colorado Medical Assistance Program accepts the CMS place of service codes.<br>For NHVP:<br>All TCM services that are provided at a location other than the NHVP provider office must be billed with Place of Service Code:<br>• 12 (Home).<br>All TCM services that are provided at the NHVP provider office must be billed with a Place of Service Code other than 12 (Home). Alternative Place of Service Codes include but are not limited to:<br>• 11 (Office)<br>• 50 (Federally Qualified Health Center)<br>• 72 (Rural Health Center) |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **19C. Procedure Code (HCPCS)**<br><br>**Modifier(s)** | 5 digits<br><br>2 letters | Required<br>Enter the procedure code that specifically describes the service for which payment is requested.<br>TCM services provided to, or on behalf of the woman:<br>G9006 – Coordinated care fee, home monitoring<br>TCM services provided to, or on behalf of the child:<br>T1017 – Targeted case management, each 15 minutes<br>Required<br>Enter Modifier "HD" for all NHVP services. This signifies that the service is part of a pregnant/parenting women's program. |
| **19D. Rendering Provider Number** | 8 digits | Required<br>Enter the eight-digit Colorado Medical Assistance Program provider number assigned to the individual who actually performed or rendered the billed service. This number cannot be assigned to a group or clinic. |
| **19E. Referring Provider Number** | 8 digits | Conditional<br>Complete for clients enrolled in the Primary Care Physician (PCP) program if:<br>The rendering or billing provider is not the primary care provider and the billed service requires PCP referral.<br>Enter the PCP's eight-digit Colorado Medical Assistance Program provider number. Entry of the PCP's provider number represents the provider's declaration that he/she has a referral from the PCP. |
| **19F. Diagnosis** | P S T<br>1 digit per column | Required<br>From field 18 To field(s) 19F<br>For each billed service, indicate which of the diagnoses in field 18 are Primary, Secondary, or Tertiary.<br>Example:<br>7 8 5 5 9<br>2 824X<br>3 2765X<br>4 V22X<br>P S T<br>Line 1 1 3 4<br>Line 2 2<br>Line 3 4 2 |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **19G. Charges** | 7 digits: Currency 99999.99 | Required<br>Enter the usual and customary charge for the service represented by the procedure code on the detail line.<br>Submitted charges cannot be more than charges made to non-Colorado Medical Assistance Program covered individuals for the same service.<br>Do not deduct Colorado Medical Assistance Program co-payment or commercial insurance payments from usual and customary charges. |
| **19H. Days or Units** | 4 digits | Required<br>Enter the number of services provided for each procedure code.<br>Enter whole numbers only.<br>Do not enter fractions or decimals.<br>Do not enter a decimal point followed by a 0 for whole numbers.<br>For NHVP Services:<br>One unit equals 15 minutes of TCM.<br>In any given calendar month, the maximum number of reimbursable units is 15 for the mother/child couple. The 15 units may be split between the woman and the child in any given calendar month that both are Medicaid-eligible. |
| **19I. Co-pay** | 1 digit | Conditional<br>Complete if co-payment is required of this client for this service.<br>1-Refused to pay co-payment<br>2-Paid co-payment<br>3-Co-payment not requested<br>For NHVP:<br>Women in the maternity cycle (pregnancy through 60 days postpartum) are exempt from copayment.<br>Children age 18 and under are exempt from co-payment. |
| **19J. Emergency** | N/A | N/A |
| **19K. Family Planning** | N/A | N/A |
| **19L. EPSDT** | 1 character | Conditional<br>A check mark indicates that the service is provided as a follow-up to or referral from an EPSDT screening examination. |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **Medicare SPR Date (unlabeled field)** | 6 digits: MMDDYY | Conditional<br>Complete for Medicare crossover claims. Enter the date of the Medicare Standard Paper Remit (SPR) or Electronic Remittance Advice (ERA).<br>• Do not complete this field if Medicare denied all benefits.<br>• Do not combine items from several SPRs/ERAs on a single claim form.<br>• Bill for as many crossover items as appear on a single SPR/ERA up to a maximum of 6 lines. Complete separate claim forms for additional lines on the SPR/ERA.<br>• Providers must submit a copy of the SPR/ERA with paper claims. Be sure to retain the original SPR/ERA for audit purposes. |
| **20. Total Charges** | 7 digits: Currency 99999.99 | Required<br>Enter the sum of all charges listed in field 19G (Charges).<br>Each claim form must be completed as a full document. Do not use the claim form as a continuation billing (e.g., Page 1 or 2, etc.). |
| **21. Medicare Paid** | 7 digits: Currency 99999.99 | Conditional<br>Complete for Medicare crossover claims.<br>Enter the Medicare payment amount shown on the Medicare payment voucher. |
| **22. Third Party Paid** | 7 digits: Currency 99999.99 | Conditional<br>Complete if the client has commercial health insurance and the third party resource has made payment on the billed services. Enter the amount of the third party payment shown on the third party payment voucher.<br>Do ***not*** enter Colorado Medical Assistance Program co-payment in this field or anywhere else on the claim form. |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **23. Net Charge** | 7 digits: Currency 99999.99 | Required<br><br>**Colorado Medical Assistance Program claims (Not Medicare Crossover)**<br>Claims without third party payment. Net charge equals the total charge (field 20).<br>Claims with third party payment. Net charge equals the total charge (field 20) minus the third party payment (field 22) amount.<br><br>**Medicare Crossover claims**<br>Crossover claims without third party payment. Net charge equals the sum of the Medicare deductible amount (field 24) plus the Medicare coinsurance (field 25) amount.<br>Crossover claims with third party payment. Net charge equals the sum of the Medicare deductible amount (field 24) plus the Medicare coinsurance (field 25) amount minus the third party payment (field 22) amount. |
| **24. Medicare Deductible** | 7 digits: Currency 99999.99 | Conditional<br>Complete for Medicare crossover claims.<br>Enter the Medicare deductible amount shown on the Medicare payment voucher. |
| **25. Medicare Coinsurance** | 7 digits: Currency 99999.99 | Conditional<br>Complete for Medicare crossover claims.<br>Enter the Medicare coinsurance amount shown on the Medicare payment voucher. |
| **26. Medicare Disallowed** | 7 digits: Currency 99999.99 | Conditional<br>Complete for Medicare crossover claims.<br>Enter the amount Medicare disallowed, if any, shown on the Medicare payment voucher. |

| Field Label | Completion Format | Special Instructions |
|---|---|---|
| **27. Signature (Subject to Certification on Reverse) and Date** | Text | Required<br>Each claim must bear the signature of the enrolled provider or the signature of a registered authorized agent.<br>A holographic signature stamp may be used if authorization for the stamp is on file with the fiscal agent.<br>An authorized agent or representative may sign the claim for the enrolled provider if the name and signature of the agent is on file with the fiscal agent<br><br>**Unacceptable signature alternatives:**<br>Claim preparation personnel may not sign the enrolled provider's name.<br>Initials are not acceptable as a signature.<br>Typed or computer printed names are not acceptable as a signature.<br>"Signature on file" notation is not acceptable in place of an authorized signature. |
| **28. Billing Provider Name** | Text | Required<br>Enter the name of the individual or organization that will receive payment for the billed services. |
| **29. Billing Provider Number** | 8 digits | Required<br>Enter the eight-digit Colorado Medical Assistance Program provider number assigned to the individual or organization that will receive payment for the billed services. |
| **30. Remarks** | Text | Conditional<br>Use to document the Late Bill Override Date for timely filing. |

Blank paper claim forms are located in the Provider Services Forms section of the Department's website or from the fiscal agent.

# Late Bill Override Date

For electronic claims, a delay reason code must be selected and a date must be noted in the "Claim Notes/LBOD" field.

Valid Delay Reason Codes

1 Proof of Eligibility Unknown or Unavailable
3 Authorization Delays
7 Third Party Processing Delay
8 Delay in Eligibility Determination
9 Original Claim Rejected or Denied Due to a Reason Unrelated to the Billing Limitation Rules
11 Other

The Late Bill Override Date (LBOD) allows providers to document compliance with timely filing requirements when the initial timely filing period has expired. Colorado Medical Assistance Program providers have 120 days from the date of service to submit their claim. For information on the 60-day resubmission rule for denied/rejected claims, please see the General Provider Information manual located in the Provider Services Billing Manuals section of the Department's Web site.

Making false statements about timely filing compliance is a misrepresentation and falsification that, upon conviction, makes the individual who prepares the claim and the enrolled provider subject to fine and imprisonment under state and/or federal law.

| Billing Instruction Detail | Instructions |
|---|---|
| **LBOD Completion Requirements** | Electronic claim formats provide specific fields for documenting the LBOD.<br>Supporting documentation must be kept on file for 6 years.<br>For paper claims, follow the instructions appropriate for the claim form you are using.<br>*UB-04*: Occurrence code 53 and the date are required in FL 31-34.<br>*Colorado 1500*: Indicate "LBOD" and the date in box 30 - Remarks.<br>*2006 ADA Dental*: Indicate "LBOD" and the date in box 35 - Remarks. |
| **Adjusting Paid Claims** | If the initial timely filing period has expired and a previously submitted claim that was filed within the original Colorado Medical Assistance Program timely filing period or the allowed 60 day follow-up period was paid and now needs to be adjusted, resulting in additional payment to the provider.<br>**Adjust the claim within 60 days** of the claim payment. Retain all documents that prove compliance with timely filing requirements.<br>Note: There is no time limit for providers to adjust paid claims that would result in repayment to the Colorado Medical Assistance Program.<br>**LBOD** = the run date of the Colorado Medical Assistance Program Provider Claim Report showing the payment. |

| Billing Instruction Detail | Instructions |
|---|---|
| **Denied Paper Claims** | If the initial timely filing period has expired and a previously submitted paper claim that was filed within the original Colorado Medical Assistance Program timely filing period or the allowed 60 day follow-up period was denied.<br>**Correct the claim errors and refile within 60 days** of the claim denial or rejection. Retain all documents that prove compliance with timely filing requirements.<br>**LBOD** = the run date of the Colorado Medical Assistance Program Provider Claim Report showing the denial. |
| **Returned Paper Claims** | A previously submitted paper claim that was filed within the original Colorado Medical Assistance Program timely filing period or the allowed 60 day follow-up period was returned for additional information.<br>**Correct the claim errors and re-file within 60 days** of the date stamped on the returned claim. Retain a copy of the returned claim that shows the receipt or return date stamped by the fiscal agent.<br>**LBOD** = the stamped fiscal agent date on the returned claim. |
| **Rejected Electronic Claims** | An electronic claim that was previously entered within the original Colorado Medical Assistance Program timely filing period or the allowed 60 day follow-up period was rejected and information needed to submit the claim was not available to refile at the time of the rejection.<br>**Correct claim errors and refile within 60 days** of the rejection. Maintain a printed copy of the rejection notice that identifies the claim and date of rejection.<br>**LBOD** = the date shown on the claim rejection report. |
| **Denied/Rejected Due to Client Eligibility** | An electronic eligibility verification response processed during the original Colorado Medical Assistance Program timely filing period states that the individual was not eligible but you were subsequently able to verify eligibility. Read also instructions for retroactive eligibility.<br>**File the claim within 60 days** of the date of the rejected eligibility verification response. Retain a printed copy of the rejection notice that identifies the client and date of eligibility rejection.<br>**LBOD** = the date shown on the eligibility rejection report. |
| **Retroactive Client Eligibility** | The claim is for services provided to an individual whose Colorado Medical Assistance Program eligibility was backdated or made retroactive.<br>File the claim within 120 days of the date that the individual's eligibility information appeared on state eligibility files. Obtain and maintain a letter or form from the county departments of social services that:<br>Identifies the patient by name<br>States that eligibility was backdated or retroactive<br>Identifies the date that eligibility was added to the state eligibility system.<br>**LBOD** = the date shown on the county letter that eligibility was added to or first appeared on the state eligibility system. |

| Billing Instruction Detail | Instructions |
|---|---|
| **Delayed Notification of Eligibility** | The provider was unable to determine that the patient had Colorado Medical Assistance Program coverage until after the timely filing period expired.<br>**File the claim within 60 days** of the date of notification that the individual had Colorado Medical Assistance Program coverage. Retain correspondence, phone logs, or a signed Delayed Eligibility Certification form (see Appendix H) that identifies the client, indicates the effort made to identify eligibility, and shows the date of eligibility notification.<br>Claims must be filed within 365 days of the date of service. No exceptions are allowed.<br>This extension is available only if the provider had no way of knowing that the individual had Colorado Medical Assistance Program coverage.<br>Providers who render services in a hospital or nursing facility are expected to get benefit coverage information from the institution.<br>The extension does not give additional time to obtain Colorado Medical Assistance Program billing information.<br>If the provider has previously submitted claims for the client, it is improper to claim that eligibility notification was delayed.<br>**LBOD** = the date the provider was advised the individual had Colorado Medical Assistance Program benefits. |
| **Electronic Medicare Crossover Claims** | An electronic claim is being submitted for Medicare crossover benefits within 120 days of the date of Medicare processing/ payment. (Note: On the paper claim form (only), the Medicare SPR/ERA date field documents crossover timely filing and completion of the LBOD is not required.)<br>**File the claim within 120 days** of the Medicare processing/ payment date shown on the Standard Paper Remit (SPR) or Electronic Remittance Advice (ERA). Maintain a copy of the SPR/ERA on file.<br>**LBOD** = the Medicare processing date shown on the SPR /ERA. |
| **Medicare Denied Services** | The claim is for Medicare denied services (Medicare non-benefit services, benefits exhausted services, or the client does not have Medicare coverage) being submitted within 60 days of the date of Medicare processing/denial.<br>Note: This becomes a regular Colorado Medical Assistance Program claim, not a Medicare crossover claim.<br>**File the claim within 60 days** of the Medicare processing date shown on the Standard Paper Remit (SPR) or Electronic Remittance Advice (ERA). Attach a copy of the SPR/ERA if submitting a paper claim and maintain the original SPR/ERA on file.<br>**LBOD** = the Medicare processing date shown on the SPR/ERA. |

| Billing Instruction Detail | Instructions |
|---|---|
| **Commercial Insurance Processing** | The claim has been paid or denied by commercial insurance.<br>**File the claim within 60 days** of the insurance payment or denial. Retain the commercial insurance payment or denial notice that identifies the patient, rendered services, and shows the payment or denial date.<br>Claims must be filed within 365 days of the date of service. No exceptions are allowed. If the claim is nearing the 365-day limit and the commercial insurance company has not completed processing, file the claim, receive a denial or rejection, and continue filing in compliance with the 60-day rule until insurance processing information is available.<br>**LBOD** = the date commercial insurance paid or denied. |
| **Correspondence LBOD Authorization** | The claim is being submitted in accordance with instructions (authorization) from the Colorado Medical Assistance Program for a 60 day filing extension for a specific client, claim, services, or circumstances.<br>**File the claim within 60 days** of the date on the authorization letter. Retain the authorization letter.<br>**LBOD** = the date on the authorization letter. |
| **Client Changes Providers during Obstetrical Care** | The claim is for obstetrical care where the patient transferred to another provider for continuation of OB care. The prenatal visits must be billed using individual visit codes but the service dates are outside the initial timely filing period.<br>**File the claim within 60 days** of the last OB visit. Maintain information in the medical record showing the date of the last prenatal visit and a notation that the patient transferred to another provider for continuation of OB care.<br>**LBOD** = the last date of OB care by the billing provider. |

# Child - Single Date of Service - Home TCM

STATE OF COLORADO
DEPARTMENT OF
HEALTH CARE POLICY AND
FINANCING

INVOICE/PAT ACCT NUMBER

SPECIAL PROGRAM CODE

## HEALTH INSURANCE CLAIM

**PATIENT AND INSURED (SUBSCRIBER) INFORMATION**

1. CLIENT NAME (LAST, FIRST, MIDDLE INITIAL): Client, Ian B
2. CLIENT DATE OF BIRTH: 01/06/2014
3. MEDICAID ID NUMBER (CLIENT ID NUMBER): A654321
4. CLIENT ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
5. CLIENT SEX: MALE [X] FEMALE [ ]
6. MEDICARE ID NUMBER (HIC OR SSN)
7. CLIENT RELATIONSHIP TO INSURED: SELF [ ] SPOUSE [ ] CHILD [ ] OTHER [ ]
8. [ ] CLIENT IS COVERED BY EMPLOYER HEALTH PLAN AS EMPLOYEE OR DEPENDENT
EMPLOYER NAME:
9. OTHER HEALTH INSURANCE COVERAGE — INSURANCE COMPANY NAME, ADDRESS, PLAN NAME, AND POLICY NUMBER(S)
TELEPHONE NUMBER
10. WAS CONDITION RELATED TO:
A. CLIENT EMPLOYMENT YES [ ]
B. ACCIDENT AUTO [ ] OTHER [ ]
C. DATE OF ACCIDENT
POLICYHOLDER NAME:
GROUP:
11. CHAMPUS SPONSORS SERVICE/SSN
9A. POLICYHOLDER NAME AND ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
12. PREGNANCY [ ] HMO [ ] NURSING FACILITY [ ]

**PHYSICIAN OR SUPPLIER INFORMATION**

13. DATE OF: ILLNESS (FIRST SYMPTON) OR INJURY (ACCIDENT) OR FIRST PREGNANCY (LMP)
14. MEDICARE DENIAL (ATTACH THE MEDICARE STANDARD PAPER REMITTANCE (SPR) IF EITHER BOX IS CHECKED) BENEFITS EXHAUSTED [ ] NON-COVERED SERVICES [ ]
14A. OTHER COVERAGE DENIED NO [ ] YES [ ] PAY/DENY DATE:
15. NAME OF SUPERVISING PHYSICIAN
PROVIDER NUMBER
16. FOR SERVICES RELATED TO HOSPITALIZATION, GIVE HOSPITALIZATION DATES ADMITTED: DISCHARGED:
17. NAME AND ADDRESS OF FACILITY WHERE SERVICES WERE RENDERED (IF OTHER THAN HOME OR OFFICE)
PROVIDER NUMBER
17A. CHECK BOX IF LABORATORY WORK WAS PERFORMED OUTSIDE THE PHYSICIANS OFFICE YES [ ]
18. ICD-9-CM DIAGNOSIS OR NATURE OF ILLNESS OR INJURY. IN COLUMN F, RELATE DIAGNOSIS TO PROCEDURE BY REFERENCE NUMBERS 1, 2, 3, OR 4
1. V20
2.
3.
4.
TRANSPORTATION CERTIFICATION ATTACHED YES [ ]
DURABLE MEDICAL EQUIPMENT Line # Make Model Serial Number
PRIOR AUTHORIZATION #:

| 19A. DATE OF SERVICE FROM | TO | B. PLACE OF SERVICE | C. PROCEDURE CODE (HCPCS) | MODIFIERS | D. RENDERING PROVIDER NUMBER | E. REFERRING PROVIDER NUMBER | F. DIAGNOSIS P | S | T | G. * CHARGES | H. DAYS OR UNITS | I. COPAY | J. EMERG ENCY | K. FAMILY PLANNING | L. EPSDT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 02/10/2014 | 02/10/2014 | 12 | T1017 | HD | 01234567 | | 1 | | | $11.44 | 1 | | [ ] | [ ] | [ ] |
| | | | | | | | | | | | | | [ ] | [ ] | [ ] |
| | | | | | | | | | | | | | [ ] | [ ] | [ ] |
| | | | | | | | | | | | | | [ ] | [ ] | [ ] |
| | | | | | | | | | | | | | [ ] | [ ] | [ ] |
| | | | | | | | | | | | | | [ ] | [ ] | [ ] |

THIS IS TO CERTIFY THAT THE FOREGOING INFORMATION IS TRUE, ACCURATE, AND COMPLETE. I UNDERSTAND THAT PAYMENT OF THIS CLAIM WILL BE FROM FEDERAL AND STATE FUNDS, AND THAT ANY FALSIFICATION, OR CONCEALMENT OF A MATERIAL FACT, MAY BE PROSECUTED UNDER FEDERAL AND STATE LAWS.

20. TOTALCHARGES $11.44

LESS

MEDICARE SPR DATE

27. SIGNATURE (SUBJECT TO CERTIFICATION ON REVERSE) DATE
*Authorized Signature* 02/13/2014

28. BILLING PROVIDER NAME
ABC Clinic

29. BILLING PROVIDER NUMBER
76543210

30. REMARKS

21. MEDICARE PAID
22. THIRD PARTY PAID $.00
23. NET CHARGE $11.44
24. MEDICARE DEDUCTIBLE $.00
25. MEDICARE COINSURANCE $.00
26. MEDICARE DISALLOWED

COL-101

FORM NO. 94320 (REV. 02/99)
ELETRONIC APPLICATION

**COLORADO 1500**

**** Example Only - TCM Rates with Place of Service "12" are provider-specific.***

# Pregnant Woman - Single Date of Service - Home TCM and Office TCM on Same Date

STATE OF COLORADO
DEPARTMENT OF
HEALTH CARE POLICY AND
FINANCING

INVOICE/PAT ACCT NUMBER

SPECIAL PROGRAM CODE

## HEALTH INSURANCE CLAIM

### PATIENT AND INSURED (SUBSCRIBER) INFORMATION

1. CLIENT NAME (LAST, FIRST, MIDDLE INITIAL): Client, Ima A
2. CLIENT DATE OF BIRTH: 10/22/1992
3. MEDICAID ID NUMBER (CLIENT ID NUMBER): A123456
4. CLIENT ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
5. CLIENT SEX: MALE ☐ ☒ FEMALE
6. MEDICARE ID NUMBER (HIC OR SSN)
7. CLIENT RELATIONSHIP TO INSURED: SELF ☐ SPOUSE ☐ CHILD ☐ OTHER ☐
8. ☐ CLIENT IS COVERED BY EMPLOYER HEALTH PLAN AS EMPLOYEE OR DEPENDENT
EMPLOYER NAME:
9. OTHER HEALTH INSURANCE COVERAGE — INSURANCE COMPANY NAME, ADDRESS, PLAN NAME, AND POLICY NUMBER(S)
TELEPHONE NUMBER
10. WAS CONDITION RELATED TO:
A. CLIENT EMPLOYMENT YES ☐
B. ACCIDENT AUTO ☐ OTHER ☐
C. DATE OF ACCIDENT
POLICYHOLDER NAME:
GROUP :
11. CHAMPUS SPONSORS SERVICE/SSN
9A. POLICYHOLDER NAME AND ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
12. PREGNANCY ☐ HMO ☐ NURSING FACILITY ☐

### PHYSICIAN OR SUPPLIER INFORMATION

13. DATE OF: ILLNESS (FIRST SYMPTON) OR INJURY (ACCIDENT) OR FIRST PREGNANCY (LMP)
14. MEDICARE DENIAL (ATTACH THE MEDICARE STANDARD PAPER REMITTANCE (SPR) IF EITHER BOX IS CHECKED) ☐ BENEFITS EXHAUSTED ☐ NON-COVERED SERVICES
14A. OTHER COVERAGE DENIED ☐ NO ☐ YES PAY/DENY DATE:
15. NAME OF SUPERVISING PHYSICIAN — PROVIDER NUMBER
16. FOR SERVICES RELATED TO HOSPITALIZATION, GIVE HOSPITALIZATION DATES ADMITTED: DISCHARGED:
17. NAME AND ADDRESS OF FACILITY WHERE SERVICES WERE RENDERED (IF OTHER THAN HOME OR OFFICE) — PROVIDER NUMBER
17A. CHECK BOX IF LABORATORY WORK WAS PERFORMED OUTSIDE THE PHYSICIANS OFFICE ☐ YES
18. ICD-9-CM — DIAGNOSIS OR NATURE OF ILLNESS OR INJURY. IN COLUMN F, RELATE DIAGNOSIS TO PROCEDURE BY REFERENCE NUMBERS 1, 2, 3, OR 4
1. V22
2.
3.
4.
TRANSPORTATION CERTIFICATION ATTACHED ☐ YES
DURABLE MEDICAL EQUIPMENT Line # Make Model Serial Number
PRIOR AUTHORIZATION #:

| 19A. DATE OF SERVICE FROM | TO | B. PLACE OF SERVICE | C. PROCEDURE CODE (HCPCS) | MODIFIERS | D. RENDERING PROVIDER NUMBER | E. REFERRING PROVIDER NUMBER | F. DIAGNOSIS P | S | T | G. * CHARGES | H. DAYS OR UNITS | I. COPAY | J. EMERGENCY | K. FAMILY PLANNING | L. EPSDT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01/06/2014 | 01/06/2014 | 12 | G9006 | HD | 01234567 | | 1 | | | $22.88 | 2 | | ☐ | ☐ | ☐ |
| 01/06/2014 | 01/06/2014 | 11 | G9006 | HD 76 | 01234567 | | 1 | | | $10.40 | 1 | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |

THIS IS TO CERTIFY THAT THE FOREGOING INFORMATION IS TRUE, ACCURATE, AND COMPLETE. I UNDERSTAND THAT PAYMENT OF THIS CLAIM WILL BE FROM FEDERAL AND STATE FUNDS, AND THAT ANY FALSIFICATION, OR CONCEALMENT OF A MATERIAL FACT, MAY BE PROSECUTED UNDER FEDERAL AND STATE LAWS.

20. TOTAL CHARGES → $33.28

LESS

MEDICARE SPR DATE

27. SIGNATURE (SUBJECT TO CERTIFICATION ON REVERSE) DATE
*Authorized Signature* 02/13/2014

30. REMARKS

21. MEDICARE PAID

24. MEDICARE DEDUCTIBLE $.00

22. THIRD PARTY PAID $.00

25. MEDICARE COINSURANCE $.00

23. NET CHARGE $33.28

26. MEDICARE DISALLOWED

28. BILLING PROVIDER NAME
ABC Clinic

29. BILLING PROVIDER NUMBER
76543210

COL-101

FORM NO. 94320 (REV. 02/99)
ELETRONIC APPLICATION

**COLORADO 1500**

* ***Example Only - TCM Rates with Place of Service "12" are provider-specific.***

# Pregnant Woman - Span Dates of Service - Home TCM and Office TCM during Same Span

STATE OF COLORADO
DEPARTMENT OF
HEALTH CARE POLICY AND
FINANCING

INVOICE/PAT ACCT NUMBER

SPECIAL PROGRAM CODE

## HEALTH INSURANCE CLAIM

**PATIENT AND INSURED (SUBSCRIBER) INFORMATION**

1. CLIENT NAME (LAST, FIRST, MIDDLE INITIAL): Client, Ima A
2. CLIENT DATE OF BIRTH: 10/22/1992
3. MEDICAID ID NUMBER (CLIENT ID NUMBER): A123456
4. CLIENT ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
5. CLIENT SEX: MALE ☐ ☒ FEMALE
6. MEDICARE ID NUMBER (HIC OR SSN)
7. CLIENT RELATIONSHIP TO INSURED: SELF ☐ SPOUSE ☐ CHILD ☐ OTHER ☐
8. ☐ CLIENT IS COVERED BY EMPLOYER HEALTH PLAN AS EMPLOYEE OR DEPENDENT
EMPLOYER NAME:
9. OTHER HEALTH INSURANCE COVERAGE — INSURANCE COMPANY NAME, ADDRESS, PLAN NAME, AND POLICY NUMBER(S)
TELEPHONE NUMBER
10. WAS CONDITION RELATED TO:
A. CLIENT EMPLOYMENT YES ☐
B. ACCIDENT AUTO ☐ OTHER ☐
C. DATE OF ACCIDENT
POLICYHOLDER NAME:
GROUP :
11. CHAMPUS SPONSORS SERVICE/SSN
9A. POLICYHOLDER NAME AND ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
12. PREGNANCY ☐ HMO ☐ NURSING FACILITY ☐

**PHYSICIAN OR SUPPLIER INFORMATION**

13. DATE OF: ILLNESS (FIRST SYMPTON) OR INJURY (ACCIDENT) OR FIRST PREGNANCY (LMP)
14. MEDICARE DENIAL (ATTACH THE MEDICARE STANDARD PAPER REMITTANCE (SPR) IF EITHER BOX IS CHECKED) ☐ BENEFITS EXHAUSTED ☐ NON-COVERED SERVICES
14A. OTHER COVERAGE DENIED ☐ NO ☐ YES PAY/DENY DATE:
15. NAME OF SUPERVISING PHYSICIAN — PROVIDER NUMBER
16. FOR SERVICES RELATED TO HOSPITALIZATION, GIVE HOSPITALIZATION DATES ADMITTED: DISCHARGED:
17. NAME AND ADDRESS OF FACILITY WHERE SERVICES WERE RENDERED (IF OTHER THAN HOME OR OFFICE) — PROVIDER NUMBER
17A. CHECK BOX IF LABORATORY WORK WAS PERFORMED OUTSIDE THE PHYSICIANS OFFICE ☐ YES
18. ICD-9-CM — DIAGNOSIS OR NATURE OF ILLNESS OR INJURY. IN COLUMN F, RELATE DIAGNOSIS TO PROCEDURE BY REFERENCE NUMBERS 1, 2, 3, OR 4
1. V23
2.
3.
4.
TRANSPORTATION CERTIFICATION ATTACHED ☐ YES
DURABLE MEDICAL EQUIPMENT Line # Make Model Serial Number
PRIOR AUTHORIZATION #:

| 19A. DATE OF SERVICE FROM | TO | B. PLACE OF SERVICE | C. PROCEDURE CODE (HCPCS) | MODIFIERS | D. RENDERING PROVIDER NUMBER | E. REFERRING PROVIDER NUMBER | F. DIAGNOSIS P | S | T | G. * CHARGES | H. DAYS OR UNITS | I. COPAY | J. EMERG ENCY | K. FAMILY PLANNING | L. EPSDT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01/06/2014 | 01/31/2014 | 12 | G9006 | HD | 01234567 | | 1 | | | $45.76 | 4 | | ☐ | ☐ | ☐ |
| 01/06/2014 | 01/31/2014 | 11 | G9006 | HD 76 | 01234567 | | 1 | | | $52.00 | 5 | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |

THIS IS TO CERTIFY THAT THE FOREGOING INFORMATION IS TRUE, ACCURATE, AND COMPLETE. I UNDERSTAND THAT PAYMENT OF THIS CLAIM WILL BE FROM FEDERAL AND STATE FUNDS, AND THAT ANY FALSIFICATION, OR CONCEALMENT OF A MATERIAL FACT, MAY BE PROSECUTED UNDER FEDERAL AND STATE LAWS.

20. TOTAL CHARGES $97.76

LESS

MEDICARE SPR DATE

27. SIGNATURE (SUBJECT TO CERTIFICATION ON REVERSE) DATE
*Authorized Signature* *02/13/2014*

30. REMARKS

21. MEDICARE PAID

24. MEDICARE DEDUCTIBLE $.00

22. THIRD PARTY PAID $.00

25. MEDICARE COINSURANCE $.00

23. NET CHARGE $97.76

26. MEDICARE DISALLOWED

28. BILLING PROVIDER NAME
ABC Clinic

29. BILLING PROVIDER NUMBER
76543210

COL-101

FORM NO. 94320 (REV. 02/99)
ELETRONIC APPLICATION

**COLORADO 1500**

* ***Example Only - TCM Rates with Place of Service "12" are provider-specific.***

# Mother after 2-3 Months Postpartum - Single Date of Service - Home TCM

STATE OF COLORADO
DEPARTMENT OF
HEALTH CARE POLICY AND
FINANCING

INVOICE/PAT ACCT NUMBER

SPECIAL PROGRAM CODE

## HEALTH INSURANCE CLAIM

### PATIENT AND INSURED (SUBSCRIBER) INFORMATION

1. CLIENT NAME (LAST, FIRST, MIDDLE INITIAL): Client, Ima A
2. CLIENT DATE OF BIRTH: 10/22/1992
3. MEDICAID ID NUMBER (CLIENT ID NUMBER): A123456
4. CLIENT ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
5. CLIENT SEX: MALE ☐ ☒ FEMALE
6. MEDICARE ID NUMBER (HIC OR SSN)
7. CLIENT RELATIONSHIP TO INSURED: SELF ☐ SPOUSE ☐ CHILD ☐ OTHER ☐
8. ☐ CLIENT IS COVERED BY EMPLOYER HEALTH PLAN AS EMPLOYEE OR DEPENDENT
EMPLOYER NAME:
9. OTHER HEALTH INSURANCE COVERAGE — INSURANCE COMPANY NAME, ADDRESS, PLAN NAME, AND POLICY NUMBER(S)
TELEPHONE NUMBER
10. WAS CONDITION RELATED TO:
A. CLIENT EMPLOYMENT YES ☐
B. ACCIDENT AUTO ☐ OTHER ☐
C. DATE OF ACCIDENT
POLICYHOLDER NAME:
GROUP :
11. CHAMPUS SPONSORS SERVICE/SSN
9A. POLICYHOLDER NAME AND ADDRESS (STREET, CITY, STATE, ZIP CODE)
TELEPHONE NUMBER
12. PREGNANCY ☐ HMO ☐ NURSING FACILITY ☐

### PHYSICIAN OR SUPPLIER INFORMATION

13. DATE OF: ILLNESS (FIRST SYMPTON) OR INJURY (ACCIDENT) OR FIRST PREGNANCY (LMP)
14. MEDICARE DENIAL (ATTACH THE MEDICARE STANDARD PAPER REMITTANCE (SPR) IF EITHER BOX IS CHECKED) ☐ BENEFITS EXHAUSTED ☐ NON-COVERED SERVICES
14A. OTHER COVERAGE DENIED ☐ NO ☐ YES PAY/DENY DATE:
15. NAME OF SUPERVISING PHYSICIAN — PROVIDER NUMBER
16. FOR SERVICES RELATED TO HOSPITALIZATION, GIVE HOSPITALIZATION DATES ADMITTED: DISCHARGED:
17. NAME AND ADDRESS OF FACILITY WHERE SERVICES WERE RENDERED (IF OTHER THAN HOME OR OFFICE) — PROVIDER NUMBER
17A. CHECK BOX IF LABORATORY WORK WAS PERFORMED OUTSIDE THE PHYSICIANS OFFICE ☐ YES
18. ICD-9-CM — DIAGNOSIS OR NATURE OF ILLNESS OR INJURY. IN COLUMN F, RELATE DIAGNOSIS TO PROCEDURE BY REFERENCE NUMBERS 1, 2, 3, OR 4
1. V689
2.
3.
4.
TRANSPORTATION CERTIFICATION ATTACHED ☐ YES
DURABLE MEDICAL EQUIPMENT Line # Make Model Serial Number
PRIOR AUTHORIZATION #:

| 19A. DATE OF SERVICE FROM | TO | B. PLACE OF SERVICE | C. PROCEDURE CODE (HCPCS) | MODIFIERS | D. RENDERING PROVIDER NUMBER | E. REFERRING PROVIDER NUMBER | F. DIAGNOSIS P | S | T | G. * CHARGES | H. DAYS OR UNITS | I. COPAY | J. EMERGENCY | K. FAMILY PLANNING | L. EPSDT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01/17/2014 | 01/17/2014 | 12 | G9006 | HD | 01234567 | | 1 | | | $45.76 | 4 | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |
| | | | | | | | | | | | | | ☐ | ☐ | ☐ |

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20. TOTALCHARGES → $45.76

LESS

MEDICARE SPR DATE

27. SIGNATURE (SUBJECT TO CERTIFICATION ON REVERSE) DATE
*Authorized Signature* 02/13/2014

28. BILLING PROVIDER NAME
ABC Clinic

29. BILLING PROVIDER NUMBER
76543210

30. REMARKS

21. MEDICARE PAID

22. THIRD PARTY PAID $.00

23. NET CHARGE $45.76

24. MEDICARE DEDUCTIBLE $.00

25. MEDICARE COINSURANCE $.00

26. MEDICARE DISALLOWED

COL-101

FORM NO. 54320 (REV. 02/99)
ELETRONIC APPLICATION

**COLORADO 1500**

**** Example Only - TCM Rates with Place of Service "12" are provider-specific.***

# ***Nurse Home Visitor Program Revisions Log***

| Revision Date | Additions/Changes | Pages | Made by |
|---|---|---|---|
| *July 2009* | *Drafted Manual* | *All* | *gb/vr* |
| *11/06/2009* | *Added TCM guidance; documentation; rounding units; Home and Office TCM on same date of service; diagnosis coding; span billing; and paper claim examples.* | *2, 3, 7, 8, 9, 25-28* | *gb/vr/jg* |
| *02/10/2010* | *Changed EOMB to SPR* | *17 & 23* | *jg* |
| *07/12/2010* | *Added link to Program Rules*<br>*Updated date examples for field 19A*<br>*Updated claim examples* | *2*<br>*14*<br>*25-28* | *jg* |
| *07/14/2010* | *Added Electronic Remittance Advice (ERA) to Special Instructions for Medicare SPR Date field and*<br>*to Electronic Medicare Crossover Claims & to Medicare Denied Services in Late Bill Override Date section.* | *17*<br>*23* | *jg* |
| *12/06/2011* | *Replaced 997 with 999*<br>*Replaced www.wpc-edi.com/hipaa with www.wpc-edi.com/*<br>*Replaced Implementation Guide with Technical Report 3 (TR3)* | *6*<br>*4*<br>*4* | *ss* |
| *02/14/2014* | *Added clarifying language regarding billing commercial insurance* | *9* | *km* |
| *02/25/2014* | *Updated dates, and removed reference to ASC* | *Throughout* | *cc* |
| *02/26/2014* | *Updated TOC*<br>*Removed ACS references*<br>*Formatted*<br>*Updated claim examples* | *I*<br>*4-5*<br>*Throughout*<br>*23-26* | *jg* |

Note: In many instances when specific pages are updated, the page numbers change for the entire section. Page numbers listed above are the page numbers on which the updates/changes occur.